

Department Of Homeland Security (DHS)  
Border and Transportation Security (BTS)  
Federal Law Enforcement Training Center (FLETC)

## **Charter**

### **Advisory Committee to the National Center for State and Local Law Enforcement Training**

This charter is prepared and submitted in accordance with requirements of the Federal Advisory Committee Act (FACA) (P.L. 92-463, as amended).

1. **Official Title**: The Committee's official title is the Advisory Committee to the National Center for State and Local Law Enforcement Training. The authority and final approval for the Committee is vested in the Department of Homeland Security (DHS).
2. **Objectives and Scope**: The Committee will advise and make recommendations on matters relating to the selection, development, content and delivery of training services by the National Center to its state and local law enforcement customers.
3. **Time Period**: Duration of this Committee's work is indeterminate.
4. **Reporting Officials**: The Committee reports to the Director, National Center for State and Local Law Enforcement Training (National Center) and the Director of the FLETC.
5. **Agency Providing Support**: The FLETC provides all necessary support and services to the Committee.
6. **Description of Duties**: The Committee provides advice and recommendations to the National Center Director on policy formulation; training needs for state and local law enforcement personnel; training curriculum, course content, and evaluation; and student admission, performance, testing, and evaluation. The duties of this Committee are solely advisory. Decisions about the governmental action or policy, based upon the Committee's advice or recommendation, will be made by the Director, National Center, the Director, FLETC, and their superiors.
7. **Annual Operating Costs**: The cost for the bi-annual Committee meetings is estimated to be \$70,000, plus 0.20 staff years. The FLETC reimburses non-Federal members for travel and per diem; however, Federal agencies are expected to absorb the cost of their members' participation.
8. **Number and Frequency of Meetings**: The Committee is expected to meet at least twice annually. All meetings will be open to the public and announced in advance in the Federal Register.

9. **Membership:** The Committee is composed of seventeen members (six ex officio and eleven others) who have particular expertise, knowledge, and experience regarding state and local law enforcement training. A quorum shall consist of a majority of the appointed Committee. To ensure a diverse, balanced membership on the Committee, representation is delineated as follows:

a. Six ex officio members:

(1) One representing the Department of Homeland Security, Border and Transportation Security, who will serve as Co-chair of the Committee;

(2) One representing the Office of the Associate Attorney General, Department of Justice, who will serve as Co-chair of the Committee;

(3) Two representing Department of Homeland Security law enforcement agencies; and

(4) Two representing Department of Justice law enforcement agencies.

b. Eleven other Committee members will be appointed for a period of three years:

(1) One representing a Federal agency from a department other than Homeland Security or Justice;

(2) Six representing nationally recognized professional associations for state and local officials concerned with law enforcement and training;

(3) One representing a college or university offering a degree in criminal justice;

(4) One representing state law enforcement agency;

(5) One representing a local law enforcement agency; and

(6) One citizen member.

c. Ad hoc members may be appointed at the discretion of the Director, National Center, and the Co-chairs.

d. The Director of the National Center shall serve as the Secretary of the Advisory Committee. The Director of the National Center shall appoint a Designated Federal Officer (DFO) to provide necessary support services and accomplish the duties set forth in the FACA.

10. **Subcommittees**: The Co-chairs of the Committee or the Director of the National Center may establish subcommittees to perform specific assignments. The subcommittee(s) must comply with all regulations applicable to the Committee.

11. **Presentation by Outside Parties**: The Committee may elect to receive oral or written presentations by parties not directly represented by a member of the Committee where such presentations would contribute to Committee deliberations.

12. **Termination Date**: The services of the Committee are expected to be needed for no less than a 2-year period. Unless formally continued, the Committee will terminate 2 years from the filing date of this charter. Charter filing date: January 14, 2004.